

**MINUTES**  
**VILLAGE OF LAKE PARK COUNCIL MEETING**  
**3801 LAKE PARK ROAD, LAKE PARK, NC**  
**REGULAR SESSION**  
**7 PM**

**JUNE 12, 2018**

**ATTENDING:** Mayor David Cleveland  
Council Members: John Barnes, Kristen Bowman, Pam Jack, James  
Record and Fabian Szarko  
Finance Officer Cheryl Bennett  
Attorney Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the June 12, 2018 Regular Session Council meeting to order.

**PUBLIC COMMENT:** Claudia Flagg commented on traffic concerns; turning onto Creft toward Kristofer behind the Church, traffic is very fast, and it would be a good place to catch speeders. Another citizen shared Carol and Courtland Streets is also a problem. Deputy Hackney noted when people see the deputy they slow down, and most speeders are people that live in Lake Park. He noted the lidar gun and bike patrols also help. There was a complaint of overgrown bushes on Faith Church Road, one at the Church, which makes it hard to see when pulling out. There was a complaint regarding notifications about clover; it was noted that is an HOA issue, and residents can attend the next HOA meeting on the first Thursday in July.

**APPROVAL OF MINUTES – MAY 8, 2018 REGULAR SESSION MINUTES AND MAY 8, 2018 CLOSED SESSION MINUTES:** James Record made the motion to approve the May 8, 2018 Regular Session Council Minutes and the May 8, 2018 Closed Session minutes as presented. John Barnes seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** John Barnes made the motion to adopt the June 12, 2018 Council Meeting Agenda as presented. Pam Jack seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Hackney shared that there were 35 radar patrols and 22 traffic stops during May 2018. There were 9 alarm calls, 2 suspicious vehicles, 9 improperly parked vehicles and 22 traffic stops.

**VOLP FIVE YEAR DEVELOPMENT PLAN:** Mayor David Cleveland shared that under Safety there is a movable radar speed limit sign in the new budget that will also give us data. Under Curb Appeal, grass between the curb and asphalt throughout the community is being removed this week. Under Perceptions, the Community Center was recently painted.

**COMMUNICATIONS:** Kristen Bowman will head up the new Communications Commission that will try to find the right ways to improve our communications with the residents of Lake Park. At the next meeting, she expects to have three or four residents to appoint to the Commission. Sharon Williams, Alicia Parente, and Mark Richards have expressed interest.

**STORMWATER:** Mayor David Cleveland reported that the Village has signed the contract with Foster Lake and Pond for \$41,824 to work on the front pond, including replacing the rip rap with large river rock. When GNC Masonry was repairing the Sages Pond Outlet, they found two sidewalls leaking water, and the Mayor gave the go ahead to add \$1,400 to fix those leaks for a total contract of \$3,650. Pam Jack motioned to add \$1,400 to the GNC contract. James Record seconded the motion. Vote – Unanimous. The Kristofer/Hoover stormwater channel work is going slow due to wet weather. Lucas has drained some of the water in the channel, and they will re-walk it when dry. There was flooding on Creft and Mayhurst Streets, and a vintage parked car was totaled. Tarheel Underground Camera scoped the drainage system in the area and sediment needs to be vacuumed out of the system, then re-scoped for a total of \$4,500. John Barnes motioned to hire Tarheel Underground Camera to do that work. Kristen Bowman seconded the motion. Vote – Unanimous.

**PARKS AND RECREATION:** Mayor David Cleveland reported the Mathisen Square project is completed. Two plaques are on order and will be mounted on the gazebo in Mathisen Square. Mayor David Cleveland proposed the dedication for the Fourth of July. Mrs. Mathisen is available that day. The plaques will be mounted at a later date. James Record will put the dedication on the July Fourth agenda. James Record noted they are continuing to clean up Lake Park Road, he has a bid for next year's budget just under \$3,000. We should be able to continue the crepe myrtles. There is no park and rec meeting in June. A photo was shown of the Denise Drive cul-de-sac. The manhole cover was reset by Union County Public Works, and Lucas re-mulched the area. It is too hot to plant now. Since the cul-de-sac is tight, trucks go over it, and it is very expensive to remove and pave the center of a cul-de-sac. Over 200 pool memberships have been received, and there are no incidents to report. James Record shared that the Fourth of July event will include a parade with bikes, floats, and wagons, prizes, a DJ booth, and the HOA will host a car show. Angie Figiel is working on NNO and has also been coordinating volunteers to paint the fire hydrants in the Village including 25 in the parks.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that alcoholic beverage tax revenue came in over budget at \$15,744. Daily swim fees are at 102% of budget, and season pass pool fees are at 88% of budget. She requested some budget amendments, noting we are in the last month of the fiscal year. Cheryl Bennett request a budget amendment to move \$4,000 from Planning and Zoning Legal Services to General Legal Services. Kristen Bowman made the motion to move \$4,000 from Planning and Zoning Legal Services; to Regular Legal Services. John Barnes seconded the motion. Vote - Unanimous. Cheryl Bennett requested a second budget amendment to move \$600 in Planning and Zoning from Code Enforcement Services to Consulting Fees. James Record made a motion to move \$600 in Planning and Zoning from Code Enforcement Services to Consulting Fees. Pam Jack seconded the motion. Vote – Unanimous. Cheryl Bennett also requested that Council move \$500 in Services from Training



to Telephone. Pam Jack motioned to move \$500 in Services from Training to Telephone. James Record seconded the motion. Vote - Unanimous. The Village has received the audit contract for 2018. Fabian Szarko motioned to approve the auditor contract for FYE June 30, 2018 with Kendra Gangal, CPA for \$4,820. James Record seconded the motion. Vote – Unanimous.

	<u>May 18</u>	<u>Jul '17 - May 18</u>	<u>YTD Budget</u>	<u>% of Budget</u>
<b>General Fund</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	1,395.77	548,962.36	545,742.00	100.59%
Utility ad valorem	0.00	6,905.86	6,307.00	109.5%
Motor vehicle tax	6,729.10	67,804.14	78,389.00	86.5%
Ad valorem prior years	0.00	2,283.20	3,000.00	76.11%
Prior years motor vehicle tax	0.00	0.00	0.00	0.0%
Penalties and interest	162.22	2,214.27	2,500.00	88.57%
<b>Total Property Taxes</b>	<u>8,287.09</u>	<u>628,169.83</u>	<u>635,938.00</u>	<u>98.78%</u>
<b>Other Taxes</b>				
Stormwater Fees- current year	0.00	43,500.00	42,830.00	101.56%
Stormwater fees - prior years	0.00	210.00	250.00	84.0%
<b>Total Other Taxes</b>	<u>0.00</u>	<u>43,710.00</u>	<u>43,080.00</u>	<u>101.46%</u>
<b>State Shared Revenues</b>				
Alcoholic Beverage Tax	15,744.33	15,744.33	6,500.00	242.22%
Sales and use tax	13,597.95	132,832.63	187,000.00	71.03%
Telecom. Sales Tax	0.00	952.89	2,000.00	47.65%
Elec. Sales Tax	0.00	46,676.83	100,000.00	46.68%
Video Prog. Sales Tax	0.00	10,133.82	20,500.00	49.43%
Piped Gas Sales Tax	0.00	4,249.93	7,000.00	60.71%
Solid Waste Disposal Tax	610.44	2,486.62	3,300.00	75.35%
<b>Total State Shared Revenues</b>	<u>29,952.72</u>	<u>213,077.05</u>	<u>326,300.00</u>	<u>65.3%</u>
<b>Parks &amp; Recreation Revenue</b>				
Program Fees	150.00	1,402.00	1,500.00	93.47%
Facility Rentals	470.00	4,260.00	2,500.00	170.4%
Daily swim fees	788.00	12,322.00	12,000.00	102.68%
Season pass pool fees	31,585.00	44,030.00	50,000.00	88.06%
<b>Total Parks &amp; Recreation Revenue</b>	<u>32,993.00</u>	<u>62,014.00</u>	<u>66,000.00</u>	<u>93.96%</u>
<b>Other revenues</b>				
Zoning Permits	300.00	1,681.00	1,000.00	168.1%
Approp. Fund Bal. Stormwater	0.00	0.00	70,237.00	0.0%
Approp. Fund Balance	0.00	0.00	91,521.00	0.0%
Civil Penalties	20.00	800.00	300.00	266.67%
Investment revenue	651.40	4,702.56	1,500.00	313.5%

Miscellaneous	25.00	2,564.60	1,000.00	256.46%
<b>Total Other revenues</b>	<b>996.40</b>	<b>9,748.16</b>	<b>165,558.00</b>	<b>5.89%</b>
<b>Total Income</b>	<b>72,229.21</b>	<b>956,719.04</b>	<b>1,236,876.00</b>	<b>77.35%</b>
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
Economic Development	0.00	645.62	3,300.00	19.56%
Contingency	0.00	0.00	8,285.00	0.0%
<b>Stormwater Expense</b>				
Advertising	0.00	29.39	100.00	29.39%
Dues and Permits	0.00	0.00	250.00	0.0%
Cap.Outlay- Pet Waste Stations	0.00	1,339.48	1,340.00	99.96%
Prof. Fees - Engineering	0.00	7,100.87	9,000.00	78.9%
Repairs & Maint. Services	3,576.99	20,646.58	102,627.00	20.12%
<b>Total Stormwater Expense</b>	<b>3,576.99</b>	<b>29,116.32</b>	<b>113,317.00</b>	<b>25.7%</b>
<b>Total Other Expenditures</b>	<b>3,576.99</b>	<b>29,761.94</b>	<b>124,902.00</b>	<b>23.83%</b>
<b>Planning and Zoning</b>				
Zoning Admin. Services	1,057.32	11,630.52	12,688.00	91.67%
Code Enforcement Services	0.00	0.00	600.00	0.0%
Consulting Fees	34.00	2,040.00	2,200.00	92.73%
Legal Services	0.00	2,624.00	9,400.00	27.92%
Advertising	0.00	0.00	220.00	0.0%
Postage	0.00	6.70	80.00	8.38%
Supplies	0.00	75.47	300.00	25.16%
Training	0.00	0.00	800.00	0.0%
<b>Total Planning and Zoning</b>	<b>1,091.32</b>	<b>16,376.69</b>	<b>26,288.00</b>	<b>62.3%</b>
<b>Gen. Govt. Personal Services</b>				
Adm Assistant	1,696.50	9,692.10	12,600.00	76.92%
Clerk/Tax Collector	5,618.76	61,806.36	67,425.00	91.67%
Council	0.00	9,604.50	12,806.00	75.0%
Finance Officer	1,455.92	16,015.12	17,471.00	91.67%
Mayor	0.00	3,939.75	5,253.00	75.0%
Payroll Expenses	751.88	8,662.61	9,875.00	87.72%
<b>Total Gen. Govt. Personal Services</b>	<b>9,523.06</b>	<b>109,720.44</b>	<b>125,430.00</b>	<b>87.48%</b>
<b>Professional Fees</b>				
Auditing Services	0.00	4,720.00	4,720.00	100.0%
Legal Services	0.00	8,972.50	11,000.00	81.57%
<b>Total Professional Fees</b>	<b>0.00</b>	<b>13,692.50</b>	<b>15,720.00</b>	<b>87.1%</b>
<b>Supplies and Materials</b>				
Office	174.64	2,897.39	6,000.00	48.29%
<b>Total Supplies and Materials</b>	<b>174.64</b>	<b>2,897.39</b>	<b>6,000.00</b>	<b>48.29%</b>

<b>Services</b>				
Advertising	0.00	256.22	300.00	85.41%
Membership and dues	0.00	4,921.00	5,200.00	94.64%
Bank charges	56.94	878.07	950.00	92.43%
Elections	0.00	3,046.60	3,300.00	92.32%
Insurance/bonds	0.00	8,513.67	8,515.00	99.98%
Miscellaneous oper. exp.	19.99	585.98	1,000.00	58.6%
Website/flyers	0.00	1,262.00	1,500.00	84.13%
Printing & Delivery Newsletter	131.34	1,702.94	2,400.00	70.96%
Postage	1.42	555.36	600.00	92.56%
Property Tax	0.00	231.13	500.00	46.23%
Strategic Planning	0.00	0.00	500.00	0.0%
Tax collection	191.61	2,129.43	2,500.00	85.18%
Telephone	514.09	5,156.16	5,200.00	99.16%
Training	0.00	450.00	1,200.00	37.5%
Travel	32.72	1,818.96	2,000.00	90.95%
<b>Total Services</b>	<b>948.11</b>	<b>31,507.52</b>	<b>35,665.00</b>	<b>88.34%</b>
<b>Capital Outlay</b>				
Waste Bin Screening & S/W	0.00	5,700.00	5,700.00	100.0%
Russell Park Sidewalk	0.00	5,540.00	5,540.00	100.0%
Laptop	0.00	799.99	800.00	100.0%
Sidewalk repairs	0.00	16,171.00	25,000.00	64.68%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0.0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>28,210.99</b>	<b>47,040.00</b>	<b>59.97%</b>
<b>Total General Government</b>	<b>15,314.12</b>	<b>232,167.47</b>	<b>381,045.00</b>	<b>60.93%</b>
<b>Parks &amp; Recreation</b>				
<b>Parks/Rec. Supplies &amp; Materials</b>				
Flags	0.00	320.00	1,000.00	32.0%
Janitorial /Cleaning Supplies	0.00	27.78	250.00	11.11%
Food/Provisions - events	105.99	1,748.49	2,500.00	69.94%
Pool Supplies	1,792.40	4,737.78	7,000.00	67.68%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>1,898.39</b>	<b>6,834.05</b>	<b>10,750.00</b>	<b>63.57%</b>
<b>Parks/Rec Services</b>				
Pool management fee	12,795.00	38,385.00	52,430.00	73.21%
Pool Operations	1,127.98	13,190.72	17,500.00	75.38%
Comm. center maintenance	5,751.19	21,603.27	25,400.00	85.05%
Seasonal Decorations	348.00	14,926.98	14,900.00	100.18%
Events Services	584.63	1,181.07	2,400.00	49.21%
Water/Sewer	778.77	3,574.48	8,000.00	44.68%
Natural Gas	38.32	666.87	700.00	95.27%
<b>Total Parks/Rec Services</b>	<b>21,423.89</b>	<b>93,528.39</b>	<b>121,330.00</b>	<b>77.09%</b>
<b>Maintenance of Common Areas</b>				

Landscaping	35,566.66	145,399.63	148,550.00	97.88%
Park maintenance	14,214.97	30,534.36	37,425.00	81.59%
Pond maintenance	1,381.50	16,049.52	19,600.00	81.89%
Electric Maintenance	1,560.00	3,398.17	10,500.00	32.36%
Repairs of Common Areas	240.66	1,861.16	2,000.00	93.06%
<b>Total Maintenance of Common Areas</b>	<b>52,963.79</b>	<b>197,242.84</b>	<b>218,075.00</b>	<b>90.45%</b>
<b>Parks/Rec Capital Outlay</b>				
Pool Lighting	5.50	1,790.84	5,000.00	35.82%
Mathisen Square Memorial	8,955.00	8,955.00	11,460.00	78.14%
Benches, Tables etc.	0.00	0.00	2,000.00	0.0%
<b>Total Parks/Rec Capital Outlay</b>	<b>8,960.50</b>	<b>10,745.84</b>	<b>18,460.00</b>	<b>58.21%</b>
<b>Total Parks &amp; Recreation</b>	<b>85,246.57</b>	<b>308,351.12</b>	<b>368,615.00</b>	<b>83.65%</b>
<b>Public Services/Safety</b>				
Electric bills	9,033.76	95,726.65	109,600.00	87.34%
Street Signs	0.00	3,635.00	7,500.00	48.47%
Waste Collection	15,380.82	154,129.00	191,000.00	80.7%
Law enforcement	2,495.00	178,759.00	179,116.00	99.8%
<b>Total Public Services/Safety</b>	<b>26,909.58</b>	<b>432,249.65</b>	<b>487,216.00</b>	<b>88.72%</b>
<b>Total Expense</b>	<b>127,470.27</b>	<b>972,768.24</b>	<b>1,236,876.00</b>	<b>78.65%</b>
<b>Net General Fund</b>	<b>-55,241.06</b>	<b>-16,049.20</b>	<b>0.00</b>	<b>100.0%</b>
<b>Powell Bill</b>				
<b>Other Income</b>				
Interest - Powell Funds	0.00	851.22		
Powell Bill Revenue	0.00	96,066.42	96,800.00	99.24%
<b>Total Other Income</b>	<b>0.00</b>	<b>96,917.64</b>	<b>96,800.00</b>	<b>100.12%</b>
<b>Other Expense</b>				
Street Exp. - Powell Bill	0.00	17,753.50	96,800.00	18.34%
<b>Total Other Expense</b>	<b>0.00</b>	<b>17,753.50</b>	<b>96,800.00</b>	<b>18.34%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>79,164.14</b>	<b>0.00</b>	<b>100.0%</b>
<b>Net Excess of Rev. over Exp.</b>	<b>-55,241.06</b>	<b>63,114.94</b>	<b>0.00</b>	<b>100.0%</b>

**2018-19 BUDGET:** Pam Jack motioned to approve the budget for 2018-19, Budget Ordinance 2018-02, and the fee schedule. James Record seconded the motion. Vote – Unanimous. James Record reviewed P&R changes to the fee schedule. Community Center rental fees and gazebo rental fees for residents and non-residents increased along with fishing permits for non-residents.

**PUBLIC SERVICES (Street, Waste Collection & Lighting):** Mayor David Cleveland received a quote from Precision Safe Sidewalk to do additional work on trip hazards, and requested an additional \$2,000 to do that work from the \$8,000 available. Fabian Szarko



motioned to spend \$2,000 more with Precision Safe Sidewalks for the additional work. John Barnes seconded the motion. Vote – Unanimous.

Mayor David Cleveland anticipates street re-paving work, and the contractor is booked for six weeks out. He will identify what work needs to be done, and come to Council for approval.

Pam Jack reported there was a meeting with the waste collection company, and some service concerns discussed.

John Barnes contacted Union Power about additional street lights, but they have a lead time of over 60 days.

**COMMUNICATION:** For the June newsletter topics to be included are: July Fourth information, volunteer requests for the car show and the village, and the Mathisen dedication, the Kristofer/Hoover channel marking, fire hydrants, NNO , Central Church ten year anniversary, and the need to pick up trash at the basketball court. A possible new idea is to do profiles of staff and council in the future.

**COUNCIL COMMENTS:** James Record noted the Memorial Day event was a success. Fabian Szarko wished the Dads a Happy Father's Day. Pam Jack noted she had three emails on how good the Memorial Day event was, and there are photos on the website. John Barnes had no comments. Mayor David Cleveland thanked the visitors that were at the meeting and recognized Angie Figiel and the volunteers for their work on the Memorial Day event. Ken Swain noted that due to staff changes at Benchmark, there will be a delay on the text amendments to the UDO. He thanked Council for fifteen years as their attorney, and noted he has been hired as the Unionville BOA attorney. Mayor David Cleveland thanked Cheryl Bennett for her work on the budget.

**ADJOURN:** Fabian Szarko made the motion to adjourn. Kristen Bowman seconded the motion. Vote – Unanimous. The meeting ended at 8:18 pm.

Respectfully submitted,

  
Mayor David Cleveland

  
Village Administrator, Cheri Clark

